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Minimum Qualification Specifications
for the Class:

PARK MAINTENANCE SUPERVISOR I

Experience Requirements:

Except for the substitutions provided for below, applicants must have had progressively responsible experience of the kind and quality described below and in the amounts shown in the following table:

Class Title	General Experience (years)	Specialized Experience (years)	Supervisory Experience (years)	Total Experience (years)
Park Maint Supvr I	2	1	*	3

General Experience: Experience in any one or a combination of the following:

- A. Groundskeeping, grounds maintenance and/or related work utilizing a variety of hand tools and light motorized equipment.
- B. Unskilled or semi-skilled work requiring the use of simple tools found commonly in the building or mechanical trades.

Specialized Experience: Semi-skilled or skilled building trades experience concerned with such activities as constructing or maintaining buildings, shelters and other similar wooden or concrete structures; making repairs to the same in order to keep them in operating condition and to extend their serviceability and usefulness; inspectional experience involved in checking various phases of construction against detailed plans and specifications.

Supervisory Experience: Supervisory experience must have included the responsibility for the following activities: establishing work methods and procedures; planning, scheduling, directing and coordinating of work; maintaining discipline; instructing employees in the proper methods of doing work; preparing cost estimates for labor, equipment, and materials used in maintenance work; and maintaining records and reports of cost, supply, equipment, and personnel data.

*Supervisory aptitude, rather than actual supervisory experience may be accepted. Supervisory aptitude is the demonstration of aptitude or potential for the performance of

supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a team leader, or in similar work in which opportunities for demonstrating supervisory and administrative capabilities exist; by the completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Quality of Experience:

Possession of the required amount of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and responsibility as to conclusively demonstrate that he has the ability to perform the duties of the position for which he is being considered.

SUBSTITUTIONS:

Substitution of Training for Experience: Graduation from high school may be substituted for two years of General Experience.

Substitution of Specialized Experience for General Experience: Any excess specialized experience may be substituted for General Experience.

Tests:

For competitive actions, all applicants must qualify on an appropriate examination for the class, including the Supervisory Judgment Test. For non-competitive actions, the appropriate examination may be waived, except that the incumbent must qualify on the Supervisory Judgment Test.

The Supervisory Judgment Test may be waived for non-competitive actions if the incumbent had previously qualified on the test.

Physical Requirements:

Standard 3g. Applicants must be physically able to perform efficiently the duties of the position, which are described elsewhere in this specification. Good distant vision in one eye and the ability to read without strain printed material the size of typewritten characters are required, glasses permitted. The ability to hear the conversational voice, with or without a hearing aid, is required. In most instances, an amputation of an arm, hand, leg or foot will not disqualify an applicant for

appointment, although it may be necessary that this condition be compensated by use of satisfactory prosthesis. Any physical condition which would cause the applicant to be a hazard to himself or to others will disqualify for appointment. In addition, applicants must possess emotional and mental stability.

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DATE APPROVED: 8/25/65

(Mrs.) EDNA TAVARES TAUFAASAU
Director of Personnel Services